#### School Mental Health Committee Action Plan Implementation

**Improvement Goal:** Lack of Staff Understanding of Policy, Procedures, and Practices

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|  | **Strategies/Activities** | **Responsible Persons** | **Time Line** | **Monitoring Methods** |
| 1 | Identify critical policies relevant to the prevention of academic failure, and school disengagement, and those adopted with regards to social and emotional wellbeing.  Central office will discuss the intent, interpretation, and relevance of the identified polices to address inconsistencies and barriers to adherence to the policies. | Student Support Services Team  Since the Spring of 2011, the drop Out Prevention Focus Group has addressed the effectiveness of policies and procedures | Accomplished Spring 2010  and On-Going | Developed a memorandum/form that would be sent to the support staff of every school, and the principal, at the beginning of every school year. The form identifies the policies that must be taught to all staff each year.  Accomplished Fall 2009 |
| 2 | Training will be first provided for school level administrators.  The Superintendents approval and support will be sought to mandate training. | Student Support Services Team | July 2010 | “To Teach Them We Must Reach Them” – Presentation to Principals at the Summer Retreat of July 2010 |
| 3 | Identify delivery of the varied pieces.  Establish teams of trainers to develop and present the trainings.  Heightened understanding of behaviors and effective, compassionate outreach in response to social-emotional needs | Student Support Services Team,  School Counselors/School Social Workers Lead Team. | Fall 2011 | SC/SSW Lead Team prepared a power point and talking points sheets for all FIT Teams to use for their presentation |
| 4 | Professional Development and Human Resources Hiring staff will collaborate with Support Staff to ensure that all new BT’s and new hires receive proper training and ensure that training is maintained over time | Lisa Burriss will request Dr. Holliday to permit and coordinate this step with Human Resources | November 2012 | TBD |
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